



Arkansas School Performance Report Card

Each year, the **Arkansas Department of Education** (ADE) publishes a Performance Report of the state's schools. This online report provides information about each school, district and the state, including test performance, teacher qualification, retention, discipline, and much more.

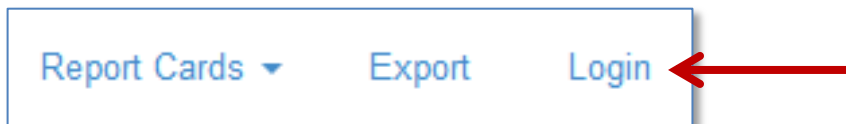
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Viewing the Report Card

To access the school performance report card, go to <http://adesrc.arkansas.gov/>. You will click "Login" at the top right of the screen:

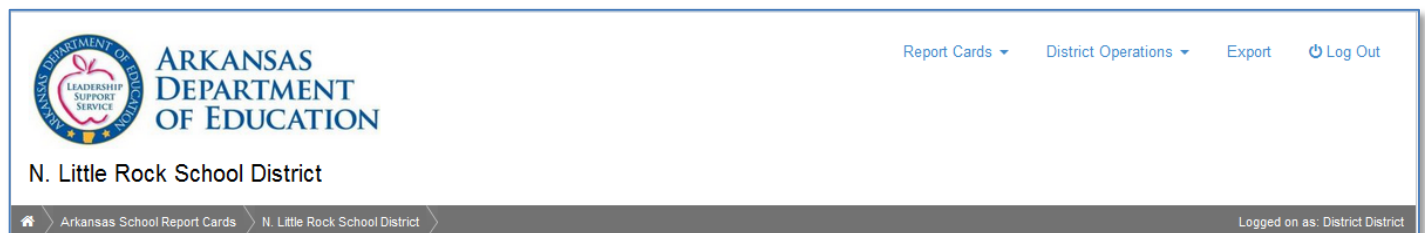


You will sign in with your Triand username (email address) and password:

A yellow login form with a blue border. It has two input fields: "Username:" and "Password:". Below the "Username:" field, there is an example: "Ex: ADE\jdoe, john.doe@myschool.edu". Below the "Password:" field, there is a "Login" button.

Once logged into the ADE Data Center, copy this URL into the browser's address bar: <https://adedata.arkansas.gov/src>, and click enter.

You will be taken to the Arkansas Department of Education Arkansas School Report Cards home page. From here you can edit report card(s) for your district and/or school.



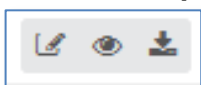
Click the name of the district to see a list of available schools and their respective



report cards.

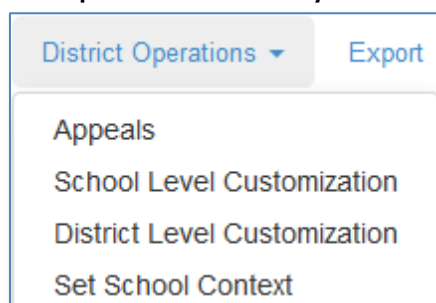
N	
<u>N. Little Rock School District (6002000)</u>	17 School(s)
Amboy Elementary School (6002050)	
Boone Park Elementary School (6002054)	
Crestwood Elementary School (6002055)	
Glenview Elementary School (6002056)	
Indian Hills Elementary School (6002057)	
Lakewood Elementary School (6002058)	
Lakewood Middle School (6002070)	
Lynch Drive Elementary School (6002060)	
Meadow Park Elementary School (6002061)	
No. Heights Elementary School (6002063)	
North Little Rock Academy (6002080)	
North Little Rock High School (6002082)	
Park Hill Elementary School (6002064)	
Pike View Elementary School (6002065)	
Redwood Pre-School (6002067)	
Ridgeroad Middle School (6002081)	
Seventh Street Elem. School (6002069)	

Click the icons to the right of the school or district to complete the task you wish to achieve (edit, view, or download):



Customizing the Report Card – District User

The “District Operations” dropdown allows you to customize your district and/or school report card (s).



Click “District Level Customization” to add custom sections to the district report



card:

This screenshot shows the "N. Little Rock School District" page in the Arkansas School Report Cards system. The breadcrumb trail at the top reads: Arkansas School Report Cards > N. Little Rock School District > Administration > Custom Sections. The user is logged in as "District District". A light blue box contains the text: "N. Little Rock School District", "No custom sections have been defined for this LEA", "Up to three custom sections can be defined for each LEA.", and "Click Add Section to get started." To the right of this box are two buttons: "Back to Schools" and "+Add Section". The footer indicates "© 2013 ADE. All Rights Reserved."

Click "School Level Customization" to add custom sections to a specific school report card:

This screenshot shows the "Select School" step in the customization process. The breadcrumb trail is: Arkansas School Report Cards > N. Little Rock School District > Administration. A yellow box contains a warning: "The requested operation requires that you specify a school" and "Please select a school below and click the 'Set Context' button." Below this, there is a "Select School:" label, a dropdown menu showing "Amboy Elementary School", and a "Set Context" button. The footer indicates "© 2013 ADE. All Rights Reserved."

Using the dropdown menu provided, select the school in which you wish to add a custom section and click "Set Context" to be directed to custom sections area:

This screenshot shows the "Amboy Elementary School" page in the Arkansas School Report Cards system. The breadcrumb trail at the top reads: Arkansas School Report Cards > N. Little Rock School District > Amboy Elementary School > Administration > Custom Sections. The user is logged in as "District District". A light blue box contains the text: "Amboy Elementary School", "No custom sections have been defined for this LEA", "Up to three custom sections can be defined for each LEA.", and "Click Add Section to get started." To the right of this box are two buttons: "Back to Schools" and "+Add Section". The footer indicates "© 2013 ADE. All Rights Reserved."

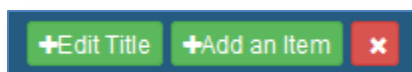
Up to three custom sections can be defined for each LEA. Click "+Add Section"



to define a custom section for the report card. Enter the title you wish to appear for the section and click "Save".

A dialog box titled "Add New Section" with a close button (X) in the top right corner. It contains a text input field with the placeholder text "From the Superintendent". At the bottom right, there is a blue "Save" button.A screenshot of the "Custom Sections" management interface. The breadcrumb trail at the top reads: "Arkansas School Report Cards > N. Little Rock School District > Administration > Custom Sections". The user is logged in as "District District". The interface shows a list of sections. The first section is titled "From the Superintendent". To the right of this title are three buttons: "+Edit Title", "+Add an Item", and a red "X" button. Below the list, there is a table with two columns: "Title" and "Desc". At the bottom of the page, there is a copyright notice: "© 2013 ADE. All Rights Reserved."

You can then edit the title of the section you created by clicking "+Edit Title" or add an item to the section you created by clicking "+Add an Item". If you wish to delete the section you created, click the red "X".





When you click "+Add an Item", the Add Item dialog box appears:



Add Item ✕

Title

Description

Bold *Italic* Underline  

Golden Apple Award Winner - Ms. Smith, 2013 State Quiz Bowl Champions, 2013 Conference Champions in Girls' Cross Country



Save

Continue clicking “+Add an Item” until you have added all the items to the section you wish to be displayed.

[Arkansas School Report Cards](#) > [N. Little Rock School District](#) > [Administration](#) > [Custom Sections](#) > Logged on as: District District

[← Back to Schools](#) [+Add Section](#)

From the Superintendent [+Edit Title](#) [+Add an Item](#) ✕

Title	Desc	
Awards received	Golden Apple Award Winner - Ms. Smith, 2013 State Quiz Bowl Champions, 2013 Conference Champions in Girls' Cross Country	 

The custom section and items you added will be displayed at the bottom of the



first page of the district report card:

N. Little Rock School District

District Report Card 2012-2013
2700 Poplar St | North Little Rock, AR 72114
501-771-8000

Superintendent

Kenneth Kirsipel

DISTRICT CHARACTERISTICS

Enrollment	8,610
Avg. Class Size	19
Avg. years teaching Experience	11
Per pupil spending	
• District avg.	\$10,071
• State avg.	\$9,324
School Choice Transfers	0

STUDENT DEMOGRAPHICS

Race/Ethnicity Statistics

0.3 % American Indian / Alaskan	1.5 % Asian
58.2 % Black / African American	0.0 % Hawaiian / Pacific Islander
6.7 % Hispanic / Latino	33.1 % White
0.2 % Two or More Races	

Other Demographics

Limited English proficiency	5 %
Low-income	70 %
Students eligible to receive special education	9 %

*FROM THE SUPERINTENDENT

Awards received

Golden Apple Award Winner - Ms. Smith, 2013 State Quiz Bowl Champions, 2013 Conference Champions in Girls' Cross Country

*FROM THE SUPERINTENDENT

Awards received

Golden Apple Award Winner - Ms. Smith, 2013 State Quiz Bowl Champions, 2013 Conference Champions in Girls' Cross Country

* Denotes section(s) that have been entered by the district or school. The information has not been provided or verified by the Arkansas Department of Education.

Click "Set School Context" to set the context for a specific school:

Arkansas School Report Cards
N. Little Rock School District
Amboy Elementary School
Administration

Logged on as: District District

Select School:

Amboy Elementary School

Set Context

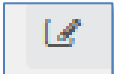
© 2013 ADE. All Rights Reserved.

Setting the school context allows you to customize the information for a specific school.



Editing the Report Card – District User

To make an appeal to the report card for your school or district, you will click the “edit” icon:



To make an appeal, you will click the “wrench” icon to the right of the item you wish to appeal:



The Report Card Data Appeal box will appear for you to detail the appeal:

REPORT CARD DATA APPEAL

Data Source:

ACTPerformance

Data Element:

NumberOfStudentsTestedInGrades9Thru11

Current Value:

350

Requested Value: (* required)

Justification: (* required)

Supporting Documentation:

Current File:<none>

Browse...

No file selected.

Cancel

Save



You are required to enter the "Requested Value" (i.e., the value that believe the item should have) and "Justification" for requesting the change. "Supporting Documentation" must be provided. It can be uploaded, or faxed to (501) 682-7966, or emailed to Louis.Ferren@arkansas.gov. To upload documentation, click "Browse" to locate the file you wish to upload, click "Open" to see the document added to the appeal, then review your appeal for accuracy, and click "Save".

File name: ACT	All Files
<input type="button" value="Open"/> <input type="button" value="Cancel"/>	

REPORT CARD DATA APPEAL

Data Source:	ACTPerformance
Data Element:	NumberOfStudentsTestedInGrades9Thru11
Current Value:	350
Requested Value: (* required)	<input type="text" value="352"/>
Justification: (* required)	<div>Number was incorrectly reported.</div>
Supporting Documentation:	
Current File:<none>	
<div><input type="button" value="Browse..."/> ACT.pdf</div>	
<div><input type="button" value="Cancel"/> <input type="button" value="Save"/></div>	



Once you have saved an appeal, you will now be able to edit the existing appeal by clicking on the “edit” icon that will now appear to the right of any appealed item:



REPORT CARD DATA APPEAL

Appeal Status

Reviewer

Review Date

Open Appeal

Pending

Data Source:

APCourses

Data Element:

NumberOfStudentsTakingAPCourses

Current Value:

370

Requested Value: (* required)

385

Justification: (* required)

Number reported incorrectly.

Supporting Documentation:

Current File:APSCN examples.pdf

Browse...

No file selected.

Cancel

Save

If you need to make changes, you may do so, and then click “Save” to update the appeal.

Only items with the “wrench” icons are appealable.



You will see any "Pending Appeals" at the top of the screen when you click to "edit" a report card:

Pending Appeals				
Appeal Id	LEA	School Year	Appealed Items	Created By
41	6002000	2013	1	District District

When you are ready to submit your appeal to your superintendent for review, click "Submit for Review":

School Report Card Data Appeal - LEA 6002000

LEA #:

6002000

Created By:

District District

Name:

N. Little Rock School District

Created Date:

2/6/2014 8:35:13 AM

School Year:

2013

Status:

In Progress

Appealed Elements

Data Source	Column Name	Original Value	Requested Value	Justification	Supporting Document	Status
APCourses	NumberOfStudentsTakingAPCourses	370	385	Number reported incorrectly.	APSCN examples.pdf	<div> <div></div> <div></div> </div>

Supporting Documents

Document	Description	Upload Date
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Supporting Document:

Browse...

No file selected.

Description (optional):

Add Document

Submit Appeal

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You can review and/or edit any information regarding the appeal prior to submitting. Use the "edit" icon to make edits and the "red x" icon to delete the appeal.



Once you have finalized your appeal, click "Submit Appeal" to send to your superintendent:

The screenshot shows a web interface titled "Appeals". At the top, there is a "Show 10 entries" dropdown and a "Search:" input field. Below this is a table with the following columns: Appeal Id, LEA, Name, School Year, Appealed Items, Status, and Created By. A single row of data is visible, representing an appeal from N. Little Rock School District. To the right of the table, there are icons for search, edit, and delete, along with a "Showing 1 to 1 of 1 entries" message and pagination controls (First, Previous, 1, Next, Last). At the bottom of the interface, a copyright notice reads "© 2013 ADE. All Rights Reserved."

Appeal Id	LEA	Name	School Year	Appealed Items	Status	Created By
41	6002000	N. Little Rock School District	2013	1	Pending Superintendent Review	District District

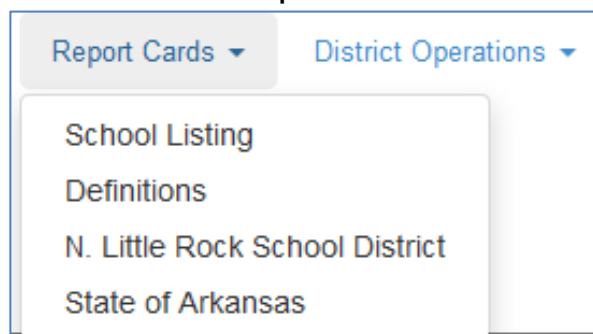
Once you have submitted your appeal, it is locked for editing. You can view the appeal and its status by clicking the "magnifying glass" icon; however, you will notice that the "edit" and "delete" icons are no longer available to you.

You will see a "green thumbs up" icon next to any appeal that has been reviewed and approved by ADE and "red thumbs down" icon next to any that has been denied:



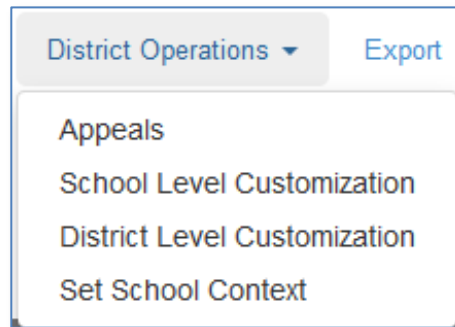
The dropdown menus at the top of the home page can help you to navigate the system.

Click the "Report Cards" dropdown, to return to the listing of all school report cards for the state (i.e., "School Listing"); click "Definitions" to view a PDF document describing how to understand the report card; click your district name to view your district report card; or click "State of Arkansas" to view the Arkansas Schools State Report Card.





The "District Operations" dropdown allows you to view a list of any appeals made by clicking "Appeals":



N. Little Rock School District

Arkansas School Report Cards > N. Little Rock School District > Administration

Logged on as: District District

Appeals

Show 10 entries

Search:

Appeal Id	LEA	Name	School Year	Appealed Items	Status	Created By
41	6002000	N. Little Rock School District	2013	1	Reviewed	District District

Showing 1 to 1 of 1 entries

First Previous 1 Next Last

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Customizing the Report Card – School User

The "School Operations" dropdown allows you to customize your district and/or school report card (s).

A screenshot of a dropdown menu. The top bar is light blue and contains the text "School Operations" followed by a downward arrow, and the word "Export" to its right. Below this bar, the menu is open, showing two options: "School Customization" and "Appeals".

Your school will appear by default:

A screenshot of a web application interface. At the top is a navigation bar with a home icon and the following links: "Arkansas School Report Cards", "Barton-Lexa School District", "Barton High School", "Administration", and "Custom Sections". On the right side of the navigation bar, it says "Logged on as: Principal Principal". Below the navigation bar is a light blue box with the title "Barton High School". Inside the box, it says "No custom sections have been defined for this LEA." followed by "Up to three custom sections can be defined for each LEA." and "Click Add Section to get started." To the right of the box is a green button with a plus icon and the text "Add Section". At the bottom of the page, there is a dark grey footer bar with the text "© 2013 ADE. All Rights Reserved."

Up to three custom sections can be defined for each LEA. Click "+Add Section" to define a custom section for the report card. Enter the title you wish to appear for the section and click "Save".

A screenshot of a form titled "Add New Section" with a close button (X) in the top right corner. The form has a section labeled "Title" with a text input field containing the text "Curriculum & Resources". At the bottom right of the form is a blue button with the text "Save".



Arkansas School Report Cards > N. Little Rock School District > Amboy Elementary School > Administration > Custom Sections

Logged on as: District District

← Back to Schools +Add Section

Curriculum & Resources +Edit Title +Add an Item x

Title	Desc
-------	------

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You can then edit the title of the section you created by clicking "+Edit Title" or add an item to the section you created by clicking "+Add an Item". If you wish to delete the section you created, click the red "x".

+Edit Title +Add an Item x



When you click "+Add an Item", the Add Item dialog box appears:

Add Item

Title

Foreign Language Classes

Description

Bold

Italic

Underline

- Spanish
- Chinese

Save

Add the title of the item and description and click "Save".



Continue clicking "+Add an Item" until you have added all the items to the section you wish to be displayed.

Arkansas School Report Cards > N. Little Rock School District > Amboy Elementary School > Administration > Custom Sections

Logged on as: District District

Back to Schools Add Section

Curriculum & Resources Edit Title Add an Item X

Title	Desc	
Foreign Language Classes	<ul style="list-style-type: none"> Spanish Chinese 	
School Personnel Resources	<ul style="list-style-type: none"> 1 Speech Pathologist 2 Reading Specialists 2 Mathematics Specialist 1 Social Studies Specialist 1 Science Specialist 1 Occupational Therapist 1 Recreational Therapist 1 Physical Therapist 	

The custom section and items you added will be displayed at the bottom of the first page of the school report card:

Amboy Elementary School
 School Report Card 2012-2013
 2400 West 58th Street | North Little Rock, AR 72118
 501-771-8185

Principal: Shanda Coleman
 Superintendent: Kenneth Kirspel

SCHOOL CHARACTERISTICS

Enrollment	371
Avg. Class Size	19
Avg. years teaching Experience	9
Per pupil spending	
• District avg.	\$10,071
• State avg.	\$9,324
School Choice Transfers	0

STUDENT DEMOGRAPHICS

Race/Ethnicity Statistics

Other Demographics

Limited English proficiency	9 %
Low-income	95 %
Students eligible to receive special education	9 %

***CURRICULUM & RESOURCES**

Foreign Language Classes	School Personnel Resources
Spanish	1 Speech Pathologist
Chinese	2 Reading Specialists
	2 Mathematics Specialist
	1 Social Studies Specialist
	1 Science Specialist
	1 Occupational Therapist
	1 Recreational Therapist
	1 Physical Therapist

***CURRICULUM & RESOURCES**

Foreign Language Classes

Spanish
Chinese

School Personnel Resources

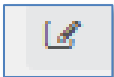
1 Speech Pathologist
 2 Reading Specialists
 2 Mathematics Specialist
 1 Social Studies Specialist
 1 Science Specialist
 1 Occupational Therapist
 1 Recreational Therapist
 1 Physical Therapist

* Denotes section(s) that have been entered by the district or school. The information has not been provided or verified by the Arkansas Department of Education.

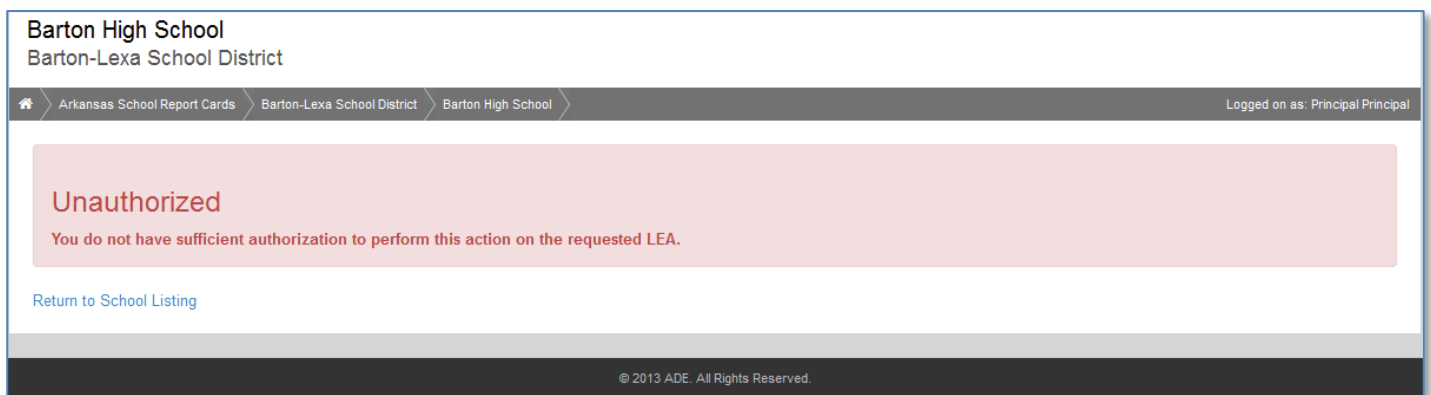


Editing the Report Card – School User

To make an appeal to the report card for your school, you will click the “edit” icon:



You can only edit the report card for which you have access to view based on your school-level permissions assigned in Triand. If you try to edit another school report card, you will receive the following message:



To make an appeal, you will click the “wrench” icon to the right of the item you wish to appeal:





The Report Card Data Appeal box will appear for you to detail the appeal:

REPORT CARD DATA APPEAL

Data Source:

NRTPerformance

Data Element:

Score

Current Value:

52

Requested Value: (* required)

Justification: (* required)

Supporting Documentation:

Current File:<none>

Browse...

No file selected.

Cancel

Save



You are required to enter the "Requested Value" (i.e., the value that you believe the item should have) and "Justification" for requesting the change. "Supporting Documentation" must be provided. It can be uploaded, or faxed to (501) 682-7966, or emailed to Louis.Ferren@arkansas.gov. To upload documentation, click "Browse" to locate the file you wish to upload, click "Open" to see the document added to the appeal, then review your appeal for accuracy, and click "Save".

File name: eSchoolPLUS examples	All Files
<input type="button" value="Open"/> <input type="button" value="Cancel"/>	

REPORT CARD DATA APPEAL	
Data Source:	NRTPerformance
Data Element:	Score
Current Value:	52
Requested Value: (* required)	<input type="text" value="57"/>
Justification: (* required)	<input type="text" value="Number entered incorrectly."/>
Supporting Documentation:	
Current File: <none>	
<input type="button" value="Browse..."/>	eSchoolPLUS examples.pdf
<input type="button" value="Cancel"/> <input type="button" value="Save"/>	



Once you have saved an appeal, you will now be able to edit the existing appeal by clicking on the “edit” icon that will now appear to the right of any appealed item:



REPORT CARD DATA APPEAL

Appeal Status

Pending

Reviewer

Review Date

Open Appeal

Data Source:

NRTPerformance

Data Element:

Score

Current Value:

52

Requested Value: (* required)

57

Justification: (* required)

Number entered incorrectly.

Supporting Documentation:

Current File:eSchoolPLUS examples.pdf

Browse...

No file selected.

Cancel

Save

If you need to make changes, you may do so, and then click “Save” to update the appeal.

Only items with the “wrench” icons are appealable.

You will see any “Pending Appeals” at the top of the screen when you click to “edit” a report card:

Pending Appeals				
Appeal Id	LEA	School Year	Appealed Items	Created By
42	5401003	2013	1	Principal Principal
				Submit for Review



When you are ready to submit your appeal to your superintendent for review, click "Submit for Review":

Arkansas School Report Cards > Barton-Lexa School District > Barton High School > Administration

Logged on as: Principal Principal

School Report Card Data Appeal - LEA 5401003

LEA #:	5401003	Created By:	Principal Principal
Name:	Barton High School	Created Date:	2/6/2014 11:31:57 AM
School Year:	2013	Status:	In Progress

Appealed Elements

Data Source	Column Name	Original Value	Requested Value	Justification	Supporting Document	Status
NRTPerformance	Score	52	57	Number entered incorrectly.	eSchoolPLUS examples.pdf	

Supporting Documents

Document	Description	Upload Date
<p>Supporting Document:</p> <p><input type="button" value="Browse..."/> No file selected.</p> <p>Description (optional):</p> <div></div> <p><input type="button" value="Add Document"/></p>		

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You can review and/or edit any information regarding the appeal prior to submitting. Use the "edit" icon to make edits and the "red x" icon to delete the appeal.

Once you have finalized your appeal, click "Submit Appeal" to send to your superintendent:

Appeals

Show entries

Search:

Appeal Id	LEA	Name	School Year	Appealed Items	Status	Created By	
21	5401003	Barton High School	2013	3	Reviewed	Principal Principal	
42	5401003	Barton High School	2013	1	Pending Superintendent Review	Principal Principal	

Showing 1 to 2 of 2 entries

First Previous **1** Next Last

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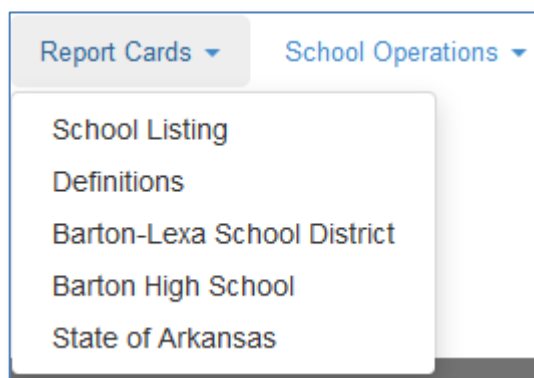


Once you have submitted your appeal, it is locked for editing. You can view the appeal and its status by clicking the "magnifying glass" icon; however, you will notice that the "edit" and "delete" icons are no longer available to you.

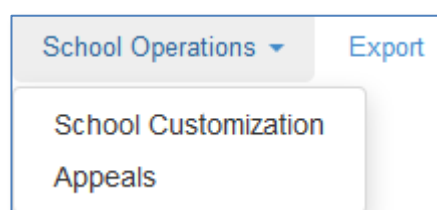
You will see a "green thumbs up" icon next to any appeal that has been reviewed and approved by ADE and "red thumbs down" icon next to any that has been denied:



Click the "Report Cards" dropdown, to return to the listing of all school report cards for the state (i.e., "School Listing"); click "Definitions" to view a PDF document describing how to understand the report card; click your district name to view your district report card; or click "State of Arkansas" to view the Arkansas Schools State Report Card.



The "School Operations" dropdown allows you to view a list of any appeals made by clicking "Appeals":





Barton High School

Barton-Lexa School District

Arkansas School Report Cards > Barton-Lexa School District > Barton High School > Administration

Logged on as: Principal Principal

Appeals

Show 10 entries

Search:

Appeal Id	LEA	Name	School Year	Appealed Items	Status	Created By	
21	5401003	Barton High School	2013	3	Pending State Review	Principal Principal	Search Add Delete
42	5401003	Barton High School	2013	1	In Progress	Principal Principal	Search Add Delete

Showing 1 to 2 of 2 entries

First Previous 1 Next Last

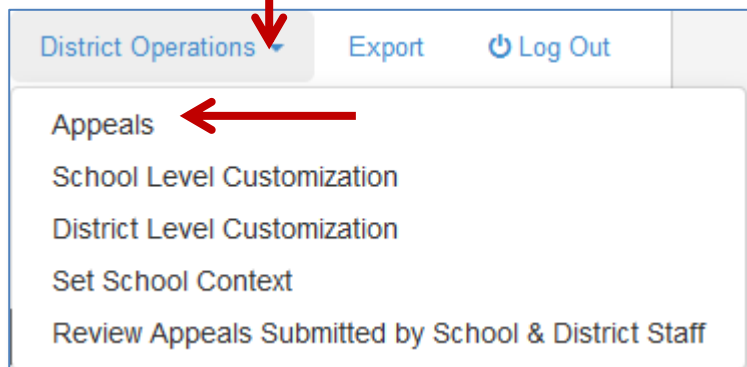
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Reviewing Appeals - Superintendent

The superintendent of each district is required to review any appeals submitted by their respective school and district staff before any appeals can be submitted to ADE for approval.

To review any created appeals, click "Appeals" from the "District Operations" dropdown menu:



You will see a list of any appeals that have been made by a school or district user and the status of each:

The screenshot shows a table titled "Appeals" with a search bar and a "Show 10 entries" dropdown. The table has columns for Appeal Id, LEA, Name, School Year, Appealed Items, Status, and Created By. There are three rows of data. The first two rows are "Reviewed" and the third is "Pending Superintendent Review". Each row has a set of action buttons (search, edit, delete) to its right. At the bottom of the table, it says "Showing 1 to 3 of 3 entries" and there are pagination buttons: First, Previous, 1, Next, Last.

Appeal Id	LEA	Name	School Year	Appealed Items	Status	Created By
22	5401000	Barton-Lexa School District	2013	1	Reviewed	District Admin
21	5401003	Barton High School	2013	3	Reviewed	Principal Principal
42	5401003	Barton High School	2013	1	Pending Superintendent Review	Principal Principal



If the status states that it is "Pending Superintendent Review", the appeal has been submitted by a school or district user and is awaiting superintendent review and approval. You can view, edit, or delete any appeal that is pending superintendent approval by clicking the appropriate icons:



"edit"

"view"

"delete"

If an appeal that has been submitted for superintendent review, should be "unsubmitted", click the "edit" icon then click the button to "Unsubmit Appeal".

School Report Card Data Appeal - LEA 5401003

LEA #: 5401003

Created By: Principal Principal

Name: Barton High School

Created Date: 2/6/2014 11:31:57 AM

School Year: 2013

Status: Pending Superintendent Review

Appealed Elements

Data Source	Column Name	Original Value	Requested Value	Justification	Supporting Document	Status
NRTPerformance	Score	52	57	Number entered incorrectly.	eSchoolPLUS examples.pdf	

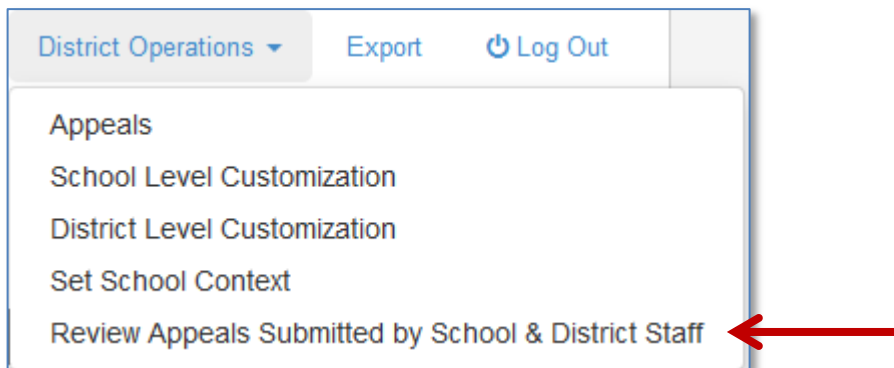
Supporting Documents

Document	Description	Upload Date
<div>Supporting Document:</div> <div> <input type="button" value="Browse..."/> No file selected. </div> <div>Description (optional):</div> <div> <input type="text"/> </div> <div> <input type="button" value="Add Document"/> </div>		



Once you have “unsubmitted”, the school or district user will need to resubmit to you for review and approval.

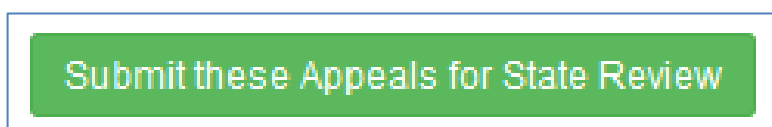
When you are ready to submit all appeals made to ADE for approval, click on the “District Operations” dropdown menu and select “Review Appeals Submitted by School & District Staff”:



Any appeals submitted by a school or district user for superintendent approval will appear:

Arkansas School Report Cards > N. Little Rock School District > Administration				Logged on as: District Admin
LEA 6002000 (N. Little Rock School District)				
Appeal Id:41 Created By: District District Create Date: 2/6/2014 8:35 AM	Original Value 370	Requested Value 385	Justification Number reported incorrectly.	Supporting Document APSCN examples.pdf
Submit these Appeals for State Review				
© 2013 ADE. All Rights Reserved.				

To submit all appeals to ADE for state review and approval, click the green button to “Submit these Appeals for State Review”:





After appeals have been sent to ADE for review, your district will be locked from making any further appeals. If you are ready to submit and lock your district, you will click "OK" on the pop up that appears. If you are not ready to submit all appeals, click "Cancel":

A confirmation dialog box with a light blue border and a close button (X) in the top right corner. The background is white. A large red rectangular area contains the following text in red: "Clicking 'OK' will prevent this district from making further appeals!", "If your district needs to submit other appeals after you click 'Ok', you will have to contact ADE to unlock your district.", and "Are you sure you want to submit these appeals for state review?". At the bottom right, there are two buttons: "Cancel" (grey) and "OK" (blue).

Upon clicking "OK", you will see the following notice that you will need to contact ADE to request that your district be unlocked if additional appeals need to be submitted:

This district is currently locked from creating new appeals. If your district needs to create additional appeals for this Report Card Year, please contact ADE and request that your district be unlocked.

If no approvals are pending your approval, you will receive a message notifying you that no appeals are pending superintendent approval:

A screenshot of a web application interface. At the top, there is a navigation bar with a home icon, "Arkansas School Report Cards", "Barton-Lexa School District", and "Administration". On the right, it says "Logged on as: District Admin". Below the navigation bar is a large light blue box containing a message: "No appeals are currently pending Superintendent approval." At the bottom of the page, there is a dark grey footer with the text "© 2013 ADE. All Rights Reserved."



When the status reads that an appeal has been reviewed, click the “view” icon to see if the appeal has been approved or denied by ADE. You will see a “green thumbs up” icon in the status column appeal that has been reviewed and approved by ADE. You will see a “red thumbs down” icon for a denied appeal.

School Report Card Data Appeal - LEA 5401000

LEA #:

5401000

Created By:

District Admin

Name:

Barton-Lexa School District

Created Date:

12/27/2013 1:43:36 PM

School Year:

2013

Status:

Reviewed

Appealed Elements

Data Source	Column Name	Original Value	Requested Value	Justification	Supporting Document	Status
Enrollment	Count	832	840	840 students	N/A	

Supporting Documents

Document	Description	Upload Date
Gain Index 2012.xls	one more file	12/27/2013 1:44 PM

Return to Appeals Listing

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School Report Card Data Appeal - LEA 6002000

LEA #:

6002000

Created By:

District District

Name:

N. Little Rock School District

Created Date:

2/6/2014 8:35:13 AM

School Year:

2013

Status:

Reviewed

Appealed Elements

Data Source	Column Name	Original Value	Requested Value	Justification	Supporting Document	Status
APCourses	NumberOfStudentsTakingAPCourses	370	385	Number reported incorrectly.	APSCN examples.pdf	

Supporting Documents

Document	Description	Upload Date
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Return to Appeals Listing

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Superintendents will receive email notification every seven days if there are appeals pending their review:

From: <donotreply@arkansas.gov>
Date: Fri, Jan 17, 2014 at 11:15 AM
Subject: Pending Appeals for 2013 School Report Card
To: <superintendent@district.org>

District LEA: 4101000

District Name: Ashdown School District

This notification is to inform you that your district currently has appeals pending for the 2013 School Report Card. Appeals close on 3/13/2014.

All pending appeals must be reviewed by the district superintendent and submitted to the Arkansas Department of Education for final approval.

Click [here](#) to review your district's appeals. When you click this link, you will first be routed through the ADE Data Center to login.



Exporting Report Card Data

The "Export" option will allow you to select specific districts and/or schools using check boxes in order to export report card data for multiple districts and/or schools into an Excel file.

The screenshot shows a web interface titled "Arkansas Schools". Below the title is a table with a header "A". The table lists districts and schools. The first district is "Academics Plus School District (6040700)" with "2 School(s)" and a "Select all schools" checkbox. Below it are two rows for "Academics Plus (6040702)" and "Academics Plus (6040703)". The second district is "Alma School District" with "4 School(s)" and a "Select all schools" checkbox. A modal window is open over the "Alma School District" row, showing a list of schools with checkboxes. The modal has a "Select all schools" checkbox and a "Clear selection" button.

Click the "Download # export files" option to download each selection into a zip file to open as a separate Excel file.

Click "Clear all selections" to clear any "checks" you have made.

[Download 2 export files](#) | [Clear all selections](#)

At any time, you can click the "home" icon at the top left of the screen to return to the home screen.

